

Charter  
Army Education Advisory Committee

1. Committee's Official Designation: The committee shall be known as the Army Education Advisory Committee ("the Committee").
2. Authority: The Secretary of Defense, in accordance with the Federal Advisory Committee Act (FACA) of 1972 (5 U.S.C., Appendix, as amended) and 41 C.F.R. § 102-3.50(d), established the Committee.
3. Objectives and Scope of Activities: The Committee shall provide independent advice and recommendations on matters relating to U.S. Army educational matters, as set out in (4) below.
4. Description of Duties: The Committee will focus on matters pertaining to the educational, doctrinal, and research policies and activities of the U.S. Army's educational programs, to include the U.S. Army's joint professional military education programs. The Committee will assess and provide independent advice and recommendations across the spectrum of educational policies, school curricula, educational philosophy and objectives, program effectiveness, facilities, staff and faculty, instructional methods, and other aspects of the organization and management of these programs. In addition, the Committee shall provide independent advice and recommendations on matters pertaining to the Army Historical Program and the role and mission of the U.S. Army Center of Military History, particularly as they pertain to the study and use of military history in Army schools.
5. Agency or Official to Whom the Committee Reports: The Committee shall report to the Secretary of Defense or the Deputy Secretary of Defense, through the Secretary of the Army and the Chief of Staff of the U.S. Army. The Secretary of the Army, pursuant to Department of Defense (DoD) policy, may act upon the Committee's advice and recommendations.
6. Support: The Department of Defense (DoD), through the Department of the Army and United States Army Training and Doctrine Command (TRADOC), shall provide support, as deemed necessary, for the performance of the Committee's functions and shall ensure compliance with the requirements of the FACA, the Government in the Sunshine Act of 1976 (5 U.S.C. § 552b, as amended) ("the Sunshine Act"), governing Federal statutes and regulations, and established DoD policies and procedures.
7. Estimated Annual Operating Costs and Staff Years: The estimated annual operating cost, to include travel, meeting, and contract support, is approximately \$400,000.00 and 2.7 full-time equivalents (FTE).
8. Designated Federal Officer (DFO): The Committee's Designated Federal Officer (DFO) shall be a full-time or permanent part-time DoD employee who shall be appointed in accordance with governing DoD policies and procedures.

The Committee's DFO is required to be in attendance at all meetings of the Committee and any of its subcommittees for the entire duration of each and every meeting. However, in the absence of the Committee's DFO, a properly approved Alternate DFO, duly appointed to the Committee according to established DoD policies and procedures, shall attend the entire duration of all meetings of the Committee and its subcommittees.

The DFO, or Alternate DFO, shall call all meetings of the Committee and its subcommittees; prepare and approve all meeting agendas; and adjourn any meeting when the DFO, or the Alternate DFO, determines adjournment to be in the public interest or required by governing regulations or DoD policies and procedures.

9. Estimated Number and Frequency of Meetings: The Committee shall meet at the call of the Committee's DFO, in consultation with the Chair. The estimated number of Committee meetings is two per year.
10. Duration: The need for this advisory function is on a continuing basis; however, this charter is subject to renewal every two years.
11. Termination: The Committee shall terminate upon completion of its mission or two years from the date this charter is filed, whichever is sooner, unless the Secretary of Defense or designee renews it.
12. Membership and Designation: The Committee shall be comprised of not more than 15 members. The membership shall include not more than 13 individuals who are eminent authorities in the fields of defense, management, leadership, and academia, including those who are deemed to be historical scholars; the Chief Historian of the Army, U.S. Army, Center of Military History; and the Assistant Deputy Chief of Staff, G-3/5/7 for U.S. Army Training and Doctrine Command, who shall serve as a non-voting member of the Committee. The members shall be appointed by the Secretary of Defense or the Deputy Secretary of Defense and subject to annual renewals.

Committee members shall serve a term of service of one-to-four years, but no member may serve more than two consecutive terms of service without approval from the Secretary of Defense or the Deputy Secretary of Defense.

Committee members appointed by the Secretary of Defense or the Deputy Secretary of Defense, who are not full-time Federal employees, shall be appointed as experts or consultants pursuant to 5 U.S.C. § 3109, to serve as special government employee (SGE) members. Those individuals serving on the Committee who are full-time or permanent part-time Federal employees shall be appointed to serve as regular government employee (RGE) members pursuant to 41 C.F.R. § 102-3.130(a).

The Secretary of the Army is delegated the authority to appoint the Chair and Vice Chair of the Committee for a three-year period with annual renewals, not to exceed the member's approved term of service, from among the approved Committee membership. The Secretary of the Army may re-delegate this authority in writing.

The Secretary of the Army, pursuant to DoD policies and procedures, may appoint non-voting subject matter experts to assist the Committee or its subcommittees on an ad-hoc basis. These non-voting subject matter experts are not members of the Committee or its subcommittees, will not engage or participate in any deliberations by the Board or its subcommittees, and do not have the ability to vote as members of the Board or its subcommittees. These non-voting subject matter experts, if not full-time or permanent part-time Federal employees, will be appointed as experts or consultants, pursuant to 5 U.S.C. § 3109, to serve as SGEs, whose appointments must be renewed on an annual basis.

With the exception of reimbursement for official Committee-related travel and per diem, Committee members and any non-voting subject matter experts shall serve without compensation.

13. Subcommittees: The DoD, when necessary and consistent with the Committee's mission and DoD policies and procedures, may establish subcommittees, task forces, or working groups to support the Committee. Establishment of subcommittees will be based upon a written determination, to include terms of reference, by the Secretary of Defense, the Deputy Secretary of Defense, or the Secretary of the Army, as the DoD Sponsor.

Such subcommittees shall not work independently of the Committee and shall report all of their recommendations and advice solely to the Committee for full and open deliberation and discussion. Subcommittees, task forces, or working groups have no authority to make decisions and recommendations, verbally or in writing, on behalf of the Committee. No subcommittee or any of its members can update or report, verbally or in writing, on behalf of the Committee, directly to the DoD or any Federal officer or employee.

The Committee shall establish and maintain four permanent subcommittees as described immediately below.

- a. The United States Army War College Board of Visitors subcommittee shall be comprised of no more than 12 members who are eminent authorities in the fields of defense, management, leadership, and academia, and shall focus primarily on the United States Army War College. The estimated number of meetings is 2 per year.
- b. The Command and General Staff College Board of Visitors subcommittee shall be comprised of no more than 12 members who are eminent authorities in the fields of defense, management, leadership, and academia, and shall focus primarily on the Command and General Staff College. The estimated number of meetings is 1 per year.
- c. The Defense Language Institute Foreign Language Center Board of Visitors shall be comprised of no more than 12 members who are eminent authorities in the fields of defense, management, leadership, and academia, and shall focus primarily on the Defense Language Institute Foreign Language Center. The estimated number of meetings is 2 per year.

- d. The Department of the Army Historical Advisory Subcommittee shall be comprised of no more than 12 members: six members from academia who are deemed to be historical scholars and the following six *ex officio* members:
  1. Dean of the Academic Board, U.S. Military Academy
  2. Deputy Commanding General, U.S. Army Training and Doctrine Command
  3. Deputy Commandant, U.S. Army War College
  4. Deputy Commandant, U.S. Army Command and General Staff College
  5. Deputy Administrative Assistant to the Secretary of the Army
  6. Chief Historian of the Army, U.S. Army, Center of Military History

The Department of the Army Historical Advisory Subcommittee shall focus primarily on (1) the conformity of the Army's historical work and methods with professional standards, (2) ways to increase cooperation between the historical and military professions in advancing the purpose of the Army Historical Program, (3) approval of the annual Army Historical Program report, and (4) the furtherance of the mission of the U.S. Army Center of Military History to promote the study and use of military history in both civilian and military schools. The estimated number of meetings is 1 per year.

Subcommittee members, if not full-time or permanent part-time Federal employees, will be appointed as experts or consultants, pursuant to 5 U.S.C. § 3109, to serve as SGE members, whose appointments must be renewed on an annual basis. Those individuals who are full-time or permanent part-time Federal employees shall be appointed to serve as RGE members, pursuant to 41 C.F.R. § 102-3.130(a). With the exception of reimbursement of official travel and per diem related to the Committee or its subcommittees, subcommittee members shall serve without compensation.

The Secretary of Defense or the Deputy Secretary of Defense shall appoint subcommittee members to a term of service of one-to-four years, even if the member in question is a member of the Committee. Subcommittee members shall not serve more than two consecutive terms of service unless authorized by the Secretary of Defense or the Deputy Secretary of Defense.

All subcommittees operate under the provisions of FACA, the Sunshine Act, governing Federal statutes and regulations, and established DoD policies and procedures.

14. Recordkeeping: The records of the Committee and its subcommittees shall be handled according to section 2, General Records Schedule 26 and governing DoD policies and procedures. These records shall be available for public inspection and copying, subject to the Freedom of Information Act of 1966 (5 U.S.C. § 552).
15. Filing Date: July 23, 2014